## ADMINISTRATIVE-INTERNAL USE ONLY

	Ever-utivo	-	
•		572	_

18 November 1983

MEMORANDUM FOR: See Distribution

LOGGED

**SUBJECT** 

STAT

STAT

STAT

STAT

DDCI Meeting with Secretary

of State on Friday, 25 November 1983

2 1 NOV 1983

1. The Deputy Director plans to have a luncheon meeting with Secretary Shultz on Friday, 25 November. It is requested that any suggestions you may have for possible topics to be raised be identified by phone to office (extensions by 1700 hours 21 November, in order to forward these topics to the Deputy Director for his consideration. A negative response is requested.

2. For those topics selected by the Deputy Director, please prepare succinct talking points to cover key issues and forward any backup material you deem appropriate. These materials should be forwarded to (SA/DCI/IA) by 1700 hours, 22 November.

Thomas B. Cormack Executive Secretary

Distribution:

EXDIR

DDI

DDO

DDS&T

DDA

Vice Chm/NIC

GC.

D/OLL

D/ICS

Info Copies to:

SA/DCI

EA/DDCI

SA/IA

STAT

ADMINISTRATIVE-INTERNAL USE ONLY